



**DRUG DEMAND REDUCTION PROGRAM**  
**CIVIL AIR PATROL**  
**UNITED STATES AIR FORCE AUXILIARY**  
105 SOUTH HANSELL STREET  
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332



13 December 2000

MEMORANDUM FOR REGION CC/DDRC; WING CC/DDRA

FROM: HQ CAP/DOD

SUBJECT: Drug Demand Reduction Initiatives Training Guidance Letter (TGL)

1. DDR funding is **not** currently available for the DDR Initiative Program. Funds will not be reimbursed until this headquarters provides a Funding authorization Letter (FAL).
2. The following funding allocations are for planning purposes only. These allocations are based on the initiative requests, the amount available and the approved usage. These amounts reflect what funds will be authorized upon receipt of the FAL.

<u>Region</u>	<u>Amount</u>	<u>Program</u>
NER	\$2,040	\$1,860 RCC scholarships for 62 cadets @ \$30 \$180 Region speak competition for 6 @ \$30
<u>Wing</u>		
CT	\$2,982	\$800 20/75 encampment scholarships @ \$40 16 must be from authorized units. \$223 CTWG Color Guard Equipment ( <b>Disapproved</b> ) \$281 CTWG Rocketry ( <b>Disapproved</b> ) \$240 CTWG CAC Leadership Training <b>\$280 Royal Cadet Squadron</b> \$280 TV <b>\$690 Charles K. Hamilton Squadron</b> \$600 5 Tents \$90 Tarp w/poles <b>\$223 Stratford Eagles Composite Squadron</b> \$223 Color Guard equipment –must be in wing CG comp <b>\$749 169<sup>th</sup> CS</b> \$18 Cadet Orientation Kits \$103 Color Guard Equipment–must be in wing CG comp \$628 10/30 Boots, BDU hats, brown t-shirts (no vests)

ME	\$2,597	\$600 15 Encampment scholarships @ \$40 \$500 DDR literature and promotional items \$1497 Rocketry/AE Kits for wing event
NH	\$4,075	\$4,800 3 Table top displays <b>(Disapproved)</b> \$575 Mt Washington Observatory Tour (Wg \$50) \$600 Wing rocketry program –one of best \$1,000 50 cadets Canobie Lake Park Trip (Match \$375) \$900 150 cadet receive balloon ride (\$100 match) \$1,000 ½ Big Screen Recruit –movie theater recruiting \$3,630 Wright-Patt AE Trip (Wing gas) <b>(Disapproved)</b> \$4,000 Recruiting Van Wrap <b>(Disapproved)</b>
NJ	\$1,125	\$250 1/20 flight encampment scholarship @ \$250 \$750 15 encampment scholarships @ \$50 \$125 5 NJGSAR scholarships (Wing matches 10) \$3,900 100 member scholarships <b>(Disapproved)</b> \$?? 2 portable displays <b>(Disapproved)</b> No info
NY	\$5,940	\$250 DDR Literature and promo items (Wing \$250) \$400 8/15 encampment scholarships @ \$50 (match 2) <b>\$300 Amelia Earhart Squadron</b> \$300 Uniforms and uniform items <b>\$300 Buffalo One Squadron</b> \$300 Uniforms and uniform items <b>\$480 TAK Composite Squadron</b> \$480 20 cadets to warbird museum @ \$20 <b>\$480 Utica Composite Squadron</b> \$480 20 cadets to Wright-Patt @ \$20 <b>\$600 Vedder Composite Squadron</b> \$600 30 cadets to Wright-Patt @ \$20 <b>\$900 Suffolk 9 Squadron</b> \$900 45 cadet stipends for simulator construction @ \$20 <b>\$550 Kaydeross Composite Squadron</b> \$300 TV/VCR \$250 Tape and AE Course <b>\$580 East Rambo Cadet Squadron</b> \$600 PLDC <b>(Disapproved)</b> \$200 10 scholarships to NJGSAR @ \$20 \$200 Cadet Insignia – must be given to cadets

		\$550	Mentoring ( <b>Disapproved</b> )
		\$180	5 hours flying time – must have all nine flights
		<b>\$580</b>	<b>Rockland Cadet Squadron</b>
		\$600	PLDC ( <b>Disapproved</b> )
		\$200	10 scholarships to NJGSAR @ \$20
		\$200	Cadet Insignia – must be given to cadets
		\$550	Mentoring ( <b>Disapproved</b> )
		\$180	5 hours flying time – must have all nine flights
		<b>\$520</b>	<b>Richardell Cadet Squadron</b>
		\$1,200	Field trips ( <b>Disapproved</b> ) No specifics
		\$120	Color Guard Equipment
		\$200	Glider flights – Will pay half the cost difference after CP reimbursement.
		\$200	Unit patch design and production – must give free
		\$300	Recruiting Program ( <b>Disapproved</b> ) No explanation
VT	\$1,500	\$600	Color Guard Equipment VT005–must be in wing CG comp. No chrome helmets, VT or CAP flags.
		\$600	Color Guard Equipment VT006–must be in wing CG comp. No chrome helmets, VT or CAP flags
		\$600	Wing Rocketry Program ( <b>Disapproved</b> )
		\$300	1/2 flight encampment scholarships (Wing 2)
	\$0		Family Radios for 6 squadrons ( <b>Disapproved</b> )
RI	\$0		No Application
MA	\$1,740	\$1,400	35/40 slots for encampment @ \$40.
		\$340	2 of 6 cadets to flt encampment @ \$170 No matching funds.
		<b>\$0</b>	<b>Boston Cadet Squadron</b>
		\$676	Color Guard Equipment ( <b>Disapproved</b> ) Will provide from HQ.
		\$2,217	10 uniform sets – ( <b>Disapproved 4 cadets</b> ) Funds after school coordinator (\$1,850)
PA	\$1,438	<b>\$1,438</b>	<b>Doylestown Composite Squadron</b>
		\$233	Color Guard equipment
		\$680	36” TV/VCR (Squadron match \$170)
		\$300	1/2 Flight encampment scholarships @ \$300
		\$225	King Private Pilot Video Course

3. Requirements to spend DDR funding around active Air Force bases applies as stated below.

- a. If you have one **active duty** Air Force installation in your wing, then a minimum of 20% of all funding must be spent on the unit(s) in that 30-mile radius.
- b. If you have two **active duty** Air Force installations in your wing, then a minimum of 30% of all funding must be spent on the unit(s) within the 30-mile radius.
- c. If you have three or more **active duty** Air Force installations in your wing, then a minimum of 40% of all funding must be spent on the unit(s) within the 30-mile radius.

EXAMPLE: A wing has two Air Force bases (**active duty personnel, not AGR**), one AF Reserve base and one Air National Guard base. The wing received \$2,000 in FY01. They must spend a minimum of \$800 on activities or on the squadrons around those two **active duty** bases. They may spend more, but not less.

4. Appropriated funds may no be used to buy food or foodstuffs.
5. Region/Wings/Units may plan to expend the above funds in the areas specified. Plan to forward original receipts and pertinent information to the wing liaison office that will in turn submit a SF 1034 to HQ CAP/DOD. NOTE: The LO may fax in the reimbursement request.
6. Any changes to the approved list above must be coordinated with CAP/DOD prior to expending funds. All funds must be used and reimbursement must be submitted by 31 Aug 01. No extensions are authorized.
7. All regions and wings will be required to submit an end of year report by 1 Sept 01 with the FY02 Drug Demand Reduction Initiatives Application. FY02 applications will not be accepted without an end of year report. The end of year report may be found on the DDR web page on the CAP home page ([WWW.CAPNHQ.GOV](http://WWW.CAPNHQ.GOV)).
8. Region DDR Coordinators or DDR Wing Administrators should contact HQ CAP/DOD (Gerry Levesque; 334-953-4237 voice 800-555-7902 fax or 800-313-8422 pager) regarding any questions on this issue. Please do not hesitate to call. Thanks for your cooperation and patience.

ARTHUR G. LEVESQUE, Lt Col, CAP  
Chief, Drug Demand Reduction